

APPENDIX D

PERRY COUNTY'S DEPARTMENT SELF-EVALUATIONS AND FINDINGS

BASIC REQUIREMENTS QUESTIONNAIRE

ADA Coordinator

1. Does the state or local government have an ADA Coordinator? All state and local governments with 50 or more employees are required to designate at least one responsible employee to coordinate ADA compliance.
Yes No No (not required, fewer than 50 employees)
2. Does the ADA Coordinator have the time and expertise necessary to coordinate the government's efforts to comply with and carry out its responsibilities under the ADA?
Yes No
3. Does the ADA coordinator actually carry out these duties?
Yes No
4. Does the ADA Coordinator investigate all complaints communicated to the government alleging that the government does not comply with the ADA?
Yes No
5. Does the government make available to all interested people the name, office address, and telephone number of the ADA Coordinator?
Yes No

Notice

1. Does the state or local government make information available to the general public regarding the fact that the ADA applies to the services, programs, and activities of the government?
Yes No
2. Does the state or local government use the Department of Justice's model "Notice Under the Americans with Disabilities Act" or a similarly comprehensive notice?
Yes No
3. Does the state or local government post this information in public areas or make it available in other ways as deemed necessary by the head of the government entity to inform people of the protections of the ADA?
Yes No
4. Is the ADA notice available in alternate formats – i.e., large print, Braille, audio format, accessible electronic format (e.g., via email, in HTML format on its website)?
Yes No

Grievance Procedure

1. Does the state or local government have a grievance procedure? All state and local governments with 50 or more employees are required to adopt and publish grievance procedures providing for prompt and fair resolution of complaints of discrimination on the basis of disability.

Yes No No (not required, fewer than 50 employees)

2. Does the local government use the Department of Justice's model "Grievance Procedure under the Americans with Disabilities Act" or a similarly comprehensive grievance procedure (i.e., a grievance procedure for complaints made by any member of the public under the ADA related to any program, service, or activity)?

Yes No No (not required, fewer than 50 employees)

3. Is the grievance procedure available in alternate formats?

Yes No

FINDINGS

ADA Coordinator

- Perry County has an ADA Coordinator and is appointed by the Commissioners.
- The ADA Coordinator is knowledgeable about ADA regulations and oversees all activities related to ADA compliance.
- Perry County Departments and staff know who the ADA Coordinator is, and contact information of the ADA Coordinator is published in public notices and on Perry County's website.

Public Notice

- Perry County posts an ADA Notice of Nondiscrimination in public areas of county buildings, on the Perry County website, and annually in the Perry County News.
- All County departments have a file copy of the Notice, the staff have read the Notice, and they have signed an acknowledgement stating that they will abide by Perry County's nondiscrimination policies.
- The Notice is in accessible electronic format on Perry County's website. No other formats have been requested.

Grievance Policy and Procedure

- Perry County has developed an ADA Grievance Policy and Procedure and Grievance Form for resolution of complaints.
- These documents designate the ADA Coordinator as the person responsible for initiating the investigation of all grievances, and they provide the ADA Coordinator's contact information.
- All departments have a file copy, and they are available in accessible electronic format on Perry County's website. No other formats have been requested.
- The ADA Coordinator will keep a log of all formal complaints filed. No formal complaints have been filed as of the date of adoption of this Plan.

DEPARTMENTS – PROGRAMS, SERVICES, ACTIVITIES, POLICIES & PRACTICES QUESTIONNAIRE

Knowledge & Awareness of ADA Obligations

Q. Have you received any type of formal ADA training?

A. 17% Yes 83% No

Q. Has your staff received any type of formal ADA training?

A. 11% Yes 89% No or N/A

Q. Before reading the handout provided to you by the ADA Coordinator that defined “disability” and what it means to be “qualified”, did you know the definition of disability and what it means to be qualified?

A. 61% Yes 39% No

Q. Does your staff know these definitions?

A. 61% Yes 39% No / I don’t know

Q. Are you aware that Perry County is obligated to make a reasonable modification in policies, practices and procedures if the modification is necessary for a person with a disability to participate?

A. 100% Yes

Q. Did you know that Perry County’s ADA obligations also apply to agencies, organizations or businesses when services, programs or activities are outsourced?

A. 72% Yes 28% No

Q. If applicable, are you aware of any procedures to ensure that contractors provide these services, programs and activities in a non-discriminatory manner consistent with Title II requirements?

A. 100% No

Equal Opportunity

Q. Are there any circumstances in your department in which the participation of a person with a disability would be excluded or restricted from programs, services and activities?

A. 17% Yes 83% No

Q. If yes, are the exclusions or restrictions necessary to the operation of the program or to the safety of other participants?

A. 67% Yes 33% No

Law enforcement and emergency personnel must perform certain tasks and safety measures quickly in time of emergencies to protect the community and save lives. Some parks do not have accessible routes to facilities. Purdue Extension Office main entrance is not accessible. Persons in wheelchairs have to ring doorbell to enter an “accessible” door.

Q. Have you developed any written policies or procedures for providing services to the public?

A. **28% Yes 72% No**

Community Corrections develops manuals for Community Corrections programs.

Commissioners and Council develop and implement ordinances that affect citizens of the county. Auditor oversees that County employee benefits and policies are implemented properly. Highway Department implements safety protocols and procedures for operation and maintenance of equipment.

Q. If yes, do any of the policies/procedures have the potential to discriminate against persons with disabilities?

A. **100% No**

Q. Have there been any discrimination complaints in the past two years with regard to any of your policies/procedures?

A. **100% No**

Q. Does your department offer any separate programs or services that have specific eligibility requirements in order for the public to participate?

A. **28% Yes 72% No**

Honor Rewards program is specifically for veterans who have recorded their DD-214. Health Department vaccinations are specifically for children up to age 19 and who either have no insurance, are underinsured, or are covered by Medicaid.

Emergency Responder memberships are specifically available for those age 18/older. 4-H memberships are specifically offered to youths in Kindergarten through 12th grade.

Eligible voters in a General Election must be registered and at least age 18.

Q. Does your department offer any separate services, programs or activities for only people with disabilities or for a class of people with disabilities?

A. **100% No**

Q. Does your department appoint members to any boards?

A. **28% Yes 72% No**

Q. If yes, are there any eligibility requirements that limit or eliminate persons with disabilities from being eligible to participate?

A. **100% No**

Q. Does your department sponsor or host any events where seat tickets are sold?

A. **100% No**

Service Animals

Q. Are you and your staff aware that public entities must allow service animals to accompany people with disabilities in all areas where people without service animals are allowed to go?

A. **100% Yes**

Q. Are you and your staff aware that only two questions may be asked regarding service animals: (1) Is the dog a service animal required because of a disability? and (2) What work or task has the dog been trained to perform?

A. **67% Yes 33% No**

Q. Are you and your staff aware that public entities may not ask about a person's disability, require medical documentation, require a special ID card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task?

A. **83% Yes 17% No**

Q. Are you and your staff aware that a person with a disability cannot be asked to remove his/her animal from the premises unless: (1) the animal is out of control and the handler does not take effective action to control it, or (2) the dog is not housebroken and, in these circumstances, employees must offer the person with the disability the opportunity to obtain goods or services without the animal's presence?

A. **83% Yes 17% No**

Q. Are you and your staff aware that public entities must permit a miniature horse to accompany a person with a disability where reasonable?

A. **39% Yes 61% No**

Mobility Aids & Devices

Q. Are you and your staff aware that people with mobility disabilities may use wheelchairs, scooters and manually-powered mobility aids, such as walkers, crutches, canes, braces, or other similar devices designed for use by individuals with mobility disabilities in any areas open to pedestrian use?

A. **100% Yes**

Q. Are you and your staff aware that people with mobility disabilities may use other power-driven mobility devices in any area open to pedestrian use unless the public entity can demonstrate that the class of mobility device cannot be operated in accordance with legitimate safety requirements?

A. **94% Yes 6% No**

Q. Are you and your staff aware that you may not ask the nature and extent of the individual's disability, but may ask an individual to provide a credible assurance that the mobility device is required because of the person's disability?

A. **78% Yes 22% No**

Auxiliary Aids & Services / Effective Communication

Q. Are you and your staff aware of Perry County's obligation to provide auxiliary aids and services, when requested, to effectively communicate with people who are deaf or have hearing loss, with people who are blind or have vision loss, and with people who have speech disabilities?

A. **83% Yes 17% No**

Q. Are you and your staff aware that Perry County may not place a surcharge on people with disabilities to cover the cost of providing auxiliary aids and services?

A. 94% Yes 6% No

Q. Are you and your staff aware that it is inappropriate to request that family members and friends of people who are deaf serve as sign language interpreters, except in emergencies or if the individual wants the family member or friend to interpret and it's appropriate to do so?

A. 56% Yes 44% No

Q. Are you and your staff aware that a companion of a program participant has a right to auxiliary aids and services if the companion has a communication disability and is an appropriate person with whom the public entity should or would communicate?

A. 78% Yes 22% No

Q. Can you or your staff recall any instances when auxiliary aids or services were requested or needed in your department in order to communicate with persons who:

were deaf or hard of hearing?

A. 11% Yes 89% No

Health Department has text messaged with a patient who is deaf.

Circuit Court has used sign language interpreters and have installed a new sound system.

were blind or visually impaired?

A. 100% No

had speech disabilities?

A. 11% Yes 89% No

Clerk's Office has communicated using handwritten notes.

Detention Center has used high school Spanish teacher and written notes from language interpreter on the Internet to communicate with inmates who speak Spanish.

Q. Do you and your staff know how to respond to telephone calls made through Video Relay Services and Telecommunication Relay Services so that the calls are responded to in the same manner as other telephone calls?

A. 28% Yes 72% No

Q. Can you or your staff recall any instances when telephone calls were made or received through Video Relay Services and/or Telecommunication Relay Services?

A. 100% No

Q. Does your department holds any public meetings?

A. 50% Yes 50% No

Q. If yes, do meeting notices contain a statement to inform people with disabilities that communication aids or services are provided upon request?

A. 67% Yes 33% No

Q. Do meeting locations have an audio system available (microphone & speakers)?

A. **78% Yes 22% No**

Q. Does your department have a webpage or website listing other than the Perry County website?

A. **17% Yes 83% No**

Q. If yes, are those responsible for the webpage knowledgeable about the standards and guidelines for accessible design?

A. **33% Yes 67% No / I don't know**

Q. Is there a policy that the website is or will be accessible?

A. **33% Yes 67% No / I don't know**

Q. Has the website been tested for compliance?

A. **33% Yes 67% No / I don't know**

Employment Practices

Q. List ways in which job vacancies/openings are advertised.

A. **Internal posting County website Newspaper ads Social media
Newsletters E-mails**

Q. List ways that interviews are conducted.

A. **Face-to-face By telephone Video conference**

Q. In addition to the Employment Application and signed acknowledgement from the Job Position Description, list any other materials required from the applicant.

A. **Resume References**

Q. List the facilities where interviews are conducted.

A. **Courthouse Armory Annex South Annex Multi Services Bldg.
Prosecutor's Office Purdue University Recycling Processing Facility**

Q. Is a standardized list of interview questions prepared to ensure against inappropriate/illegal questions?

A. **72% Yes 28% No**

Q. Are any job tests or skills tests administered to applicants?

A. **6% Yes 94% No**

Q. If yes, do tests relate to actual essential job functions performed?

A. **100% Yes**

All Deputies are required to take a police officer examination, administered by the Sheriff and developed by the Indiana Association of Chiefs of Police.

Q. Do any positions require a medical examination during the hiring process (excluding drug testing)?

- Some departments have developed written policies or procedures regarding public services. None of them have the potential to discriminate, and none of them have had discrimination complaints in the past two years.
- Some departments offer separate programs with specific eligibility requirements, but they are not meant to screen out people with disabilities – they are due to the nature of the service or program.
- There are no separate programs or services specifically for persons with disabilities.
- Some departments appoint members to boards, and eligibility requirements did not limit or eliminate people with disabilities to participate.
- There are no sponsored or hosted events where seat tickets are sold.

Service Animals

- All departments and staff are aware that Perry County must allow service animals in all areas. Most departments are aware about all of the regulations regarding service animals with the exception of permitting miniature horses where reasonable.

Mobility Aids & Devices

- All departments and staff are aware that Perry County must allow wheelchairs, scooters, and manually-powered mobility aids or other similar devices in areas open to pedestrian use.
- Most all departments are aware that other power-driven mobility devices may be used in open areas unless Perry County can demonstrate that the class of device cannot be operated in accordance with legitimate safety requirements.

Auxiliary Aids & Services / Effective Communication

- Most departments are aware of Perry County's obligations to provide auxiliary aids and services, when requested, to effectively communicate with people with hearing, vision, or speech disabilities.
- Most all departments are aware that Perry County may not place a surcharge on people with disabilities to cover the cost of providing auxiliary aids and services.
- About half of the departments are aware that it is inappropriate to request family members or friends of people who are deaf to serve as interpreters, except in emergencies or if the people request it.
- A few departments reported instances when auxiliary aids or services were requested to communicate with persons with disabilities including text messaging, use of sign language interpreter, and using handwritten notes.
- There were no reported instances when telephone calls were made or received through Video Relay Services (VRS) and/or Telecommunication Relay Services (TRS), and most departments do not know how to respond to those calls.
- Half of the departments hold public meetings, but not all of them include a statement that Perry County provides communication aids and services upon request.
- Public meetings are held in locations that are, or thought to be, accessible to persons with disabilities, and most public meeting locations have an audio system available (microphone & speaker).

Employment Practices

- Job openings are posted in County buildings and on the website, and some hiring officials also use newspaper ads, social media, newsletters, and e-mails.
 - Job interviews are mainly conducted face-to-face, but some may be conducted by telephone or by video conference.
 - Some hiring officials ask applicants to submit references and resumes along with the application and Job Position Description acknowledgement.
 - Interviews are conducted in facilities that are, or thought to be, accessible to persons with disabilities.
 - Most hiring officials use a standardized list of interview questions to ensure against discrimination.
 - Only the Sheriff administers job tests to applicants which are required for Deputies.
 - Only the Highway Department requires applicants or employees to take physicals which are required for obtaining or renewing CDL licenses, and they are done post-offer and required of all workers in the same job category.
 - To date, no requests for accommodations have been received during any stages of employment.
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HUMAN RESOURCES QUESTIONNAIRE

Q. Is a public notice posted in a conspicuous location in the workplace where notices to applicants and employees are customarily posted describing the Federal laws prohibiting job discrimination?

A. Yes

Q. Are any guidelines and procedures established regarding job advertising?

A. Yes

Q. Do applications contain questions that identify disability?

A. No

Q. Have job descriptions been reviewed to distinguish between essential functions and marginal functions?

A. Yes

Q. If yes, have evaluation forms been used to measure job performance consistency with job descriptions?

A. No

Q. Identify the steps during employment process when new hires are asked to complete health, life and/or disability insurance forms.

A. Employees are provided with documents and forms to complete after they have been offered the job position (within 5 days).

Q. Does Perry County have a written personnel policies manual?

A. Yes

Q. If Yes, does the manual review the following content:

Statement of Nondiscrimination?	A. Yes
Statement of Equal Opportunity?	A. Yes
Benefits?	A. Yes
Rules of Conduct/Discipline	A. Yes
Attendance/Sick Leave	A. Yes
Medical Exam Requirements (Return to Work)?	A. Yes
Dress Code?	A. Yes
Confidentiality?	A. Yes
Termination?	A. Yes
Use of Drugs/Alcohol?	A. Yes

Q. Have there been any requests to provide the manual in an alternate format?

A. No

Q. Has the personnel manual been reviewed to be current with ADA requirements?

A. Yes

Q. Has a reasonable accommodation policy and procedure been developed to handle requests from applicants and employees?

A. No

Q. Have fringe benefits such as health insurance been reviewed to ensure equal access?

A. Yes

Q. Have personnel files been reviewed to ensure that medical information, including information identifying disabilities, is contained in a separate file?

A. No

FINDINGS

- Federal laws prohibiting job discrimination and employees' rights are posted in public areas in all county buildings ("Equal Opportunity is the Law" poster).
- Perry County's Personnel Policies Handbook contains statements of nondiscrimination and equal opportunity as well as other policies and guidelines pertaining to recruitment, employment and benefits.
- There have been no requests to provide the manual or any other documents relating to employment in an alternate format.
- Perry County's Employment Application does not contain questions that identify disability.
- Job descriptions identify job functions, but it was indicated that they need to be further reviewed to ensure that essential and marginal functions are consistent with current job positions.
- Perry County has a reasonable accommodations request form for employees, but no policy or procedure is in place to handle those requests.
- Personnel files have not been reviewed to ensure that medical information is stored separately.

PERRY COUNTY WEBSITE ACCESSIBILITY QUESTIONNAIRE

Q. Is there a policy that webpages will be accessible, that is, in compliance with the W3C Web Content Accessibility Guidelines (WCAG) 2.0 or Section 508 Standards?

A. Yes

Q. Are the staff and contractors who are responsible for the webpages and content development aware of the policy?

A. Yes

Q. Are the staff and contractors who are responsible for the webpages and content development knowledgeable about these standards?

A. Yes

Q. Has the website been tested for compliance with either of these standards?

A. Yes

Q. Is there a plan for making web content accessible?

A. Yes

Q. Is there a plan for making future web content accessible?

A. Yes

FINDINGS

- Perry County's website contains an accessibility policy and statement.
- The web developer and County Administrator will continue efforts to make all content accessible.

EMERGENCY PREPAREDNESS QUESTIONNAIRE

General Emergency Management Policies and Procedures

1. If you have a contract or other arrangement with any third party entities, such as the American Red Cross or another local government, to provide emergency planning and/or emergency management or response services, does your contract or other documentation of your arrangement contain policies and procedures to ensure that the third party entities comply with ADA requirements?

Yes **No** **N/A**

In the event of a disaster, the Emergency Support Function (Mass Care), made up of Perry County Emergency Management, Red Cross, and other agency volunteers, will lead to determine the needs for assisting and coordinating the needs of all individuals regardless of ability.

2. Do you have written procedures to ensure that you regularly seek and use input from persons with a variety of disabilities and organizations with expertise in disability issues in all phases of your emergency planning, such as those addressing preparation, notification, evacuation, transportation, sheltering, medical and social services, temporary lodging and/or housing, clean-

up, and remediation?

Yes No

Annual review of the County Comprehensive Management Plan and Annexes, District 10 Disaster Housing & Emergency Services Plan. Regular meetings and exercises with Red Cross and VOAD (Volunteer Organizations Active in Disaster).

3. Do you seek input and participation from people with disabilities and organizations with expertise on disability issues when you stage emergency simulations and otherwise test your preparedness?

Yes No

During tests of the County CEMP (Comprehensive Emergency Management Plan) or during an emergency or disaster, every effort is made to gather information from individuals with disabilities.

Planning for Emergency Notification and Evacuation

4. For planning purposes, have you determined the extent to which, in an emergency or disaster, people with disabilities who reside or visit your community are likely to need individualized notification, evacuation assistance, and/or transportation, including accessible transportation?

Yes No

*Our planning efforts include planning for individuals with access and functional needs throughout the disaster planning, task implementation, execution of emergency response actions, and recovery activities. (Disaster Housing & Emergency Services Plan – IDHS District 10)
It is the responsibility of the residents to request assistance during an emergency, however every attempt will be made to identify and provide resources to special needs and individuals.*

5. Has your emergency planning identified the resources you will use to meet the needs of individuals with disabilities who require individualized notification, evacuation assistance, and/or transportation, including accessible transportation?

Yes No

Red Cross will provide recovery efforts such as counseling, support for persons with special needs or assisting with processing benefit claims. A method to develop, test and using systems to provide alert or warning to functional needs persons in emergency situations. These systems should include, but not necessarily be limited to: captioned television; commercial radio broadcasting; Emergency Alert System (EAS); telephonic devices for the deaf (TDD); standard warning systems such as sirens and public address loudspeaker systems; individualized house to house notification by law enforcement, fire or other emergency response personnel; neighbor or neighborhood watch/assistance; weather emergency radios with visual, text, and sound alerts; Code Red emergency notification call system; and television sign language interpreters.

6. If your emergency warning systems use sirens or other audible alerts, do you have written procedures to ensure the use of a combination of methods to provide prompt notification of emergencies to persons who are deaf or hard of hearing? (Note: Examples of methods that may be effective in communicating emergencies to people who are deaf or hard of hearing include auto-dialed TTY and taped telephone messages, text messaging, emails, open captioning on emergency broadcasts on local television stations, and dispatching qualified sign language interpreters to assist with emergency announcements that are televised.)

Yes No

We use a combination of methods: door to door – Special Needs Card, Code Red emergency notification (capable of sending out TDD/TTY) device – Tone delivery, for hearing impaired as well as text messages per alerting event).

7. Does your plan address the needs of people with disabilities who will require assistance leaving their homes?

Yes No

All reception centers and emergency shelters should be accessible, or arrangements for transfer to a nearby accessible facility should be possible. Emergency services available at shelters or the reception center include appropriate accommodation for survivors with access and functional needs to the extent possible which may include interpreters and shelter signage with pictorial representations, accessible portable toilets, special dietary foods, and backup generators. (Disaster Housing & Emergency Services Plan – IDHS District 10)

7. Do you have written procedures to ensure that your community evacuation plans enable people with a wide variety of disabilities to safely self-evacuate and, for those who cannot self-evacuate, to receive evacuation assistance ? (Note: The plans should address the evacuation needs of people who have mobility disabilities, people who are blind or have low vision, people who are deaf or hard of hearing, people with cognitive and psychiatric disabilities, people with disabilities who use service animals, and other people with disabilities who reside or visit your community who may need evacuation assistance.)

Yes No

Every effort is made to accommodate access and functional needs in the process of matching individuals and families affected by disaster to available short-term, intermediate, and long-term housing, at all levels within the housing continuum – from accessible hotel rooms to homes. Residents will be notified by way of Emergency Code Red System, local newspaper, TV, and radio with information to contact Emergency Management during county evacuations if assistance is needed.

9. Have you established a voluntary, confidential registry for persons with disabilities to request individualized notification, evacuation assistance, and transportation?

Yes No

Through District 10 Red Cross and VOADs – Mutual Aid Agreement; We encourage every citizen to sign up for Code Red Emergency notifications during the annual Severe Weather Preparedness Week.

- a. If you maintain such a registry, do you have written procedures to ensure that it is voluntary, it has appropriate confidentiality controls, the information in the registry is regularly updated, and outreach to persons with disabilities and organizations with expertise on disability issues is conducted to inform them of its availability?

Yes No N/A

10. Does your emergency transportation plan identify accessible transportation resources that will be available to evacuate persons with mobility disabilities, including people who use wheelchairs or scooters, people who use medical equipment, such as oxygen tanks, and people who use service animals? (Accessible transportation consists of wheelchair lift-equipped vehicles.)

Yes No

Perry County has identified resources such as nursing homes and the American Red Cross for assistance with individuals with access and functional needs. (Disaster Housing & Emergency Services Plan)

11. Do your emergency plans, policies, and procedures provide for people with disabilities to be evacuated and transported to shelters together with their families?
Yes No
12. Do your emergency management plans, policies, and procedures ensure that people with disabilities are not separated from their service animals during evacuation and transportation?
Yes No
Animals that accompany individuals with disabilities are classified as service animals and are considered an extension of the individual and part of their most basic needs. They are not considered pets and are not part of the way pets are managed in disasters. Service animals are to accompany the individual at all stages of disaster response and recovery, including shelter and housing. (Disaster Housing & Emergency Services Plan – IDHS District 10)

Training First Responders, Staff, and Volunteers

13. Have the following categories of individuals been trained on the information provided:
- a. Emergency planners, those who designate facilities to be used as shelters, and those who make advance arrangements to address emergency staffing, equipment, medical supplies, food and beverages, and other emergency-related needs?
Yes No
During local and District 10 training and exercises
 - b. Staff and volunteers who participate in notification activities?
Yes No
During local and District 10 training and exercises
 - c. First responders and other staff and volunteers who deal with evacuation, transportation, and emergency-related security issues?
Yes No
During local and District 10 training and exercises
 - d. Shelter staff and volunteers and those who will be involved in routing people to shelters and deciding shelter placements for people with disabilities and their families?
Yes No
During local and District 10 training and exercises
 - e. Individuals involved in establishing and operating temporary housing or lodging programs?
Yes No
During local and District 10 training and exercises
 - f. Individuals who will establish and operate emergency-related medical and social service programs?
Yes No

During local and District 10 training and exercises

- g. Individuals who will be responsible for repair, rebuilding, and continuity of program operations following an emergency or disaster?

Yes No

During local and District 10 training and exercises

Physical Accessibility in Emergency Shelter Programs

14. Have you conducted an accessibility survey of all of your emergency shelter facilities, whether owned by government or a private entity to determine if they comply with ADA requirements?

Yes No

During the development of the Disaster Housing & Emergency Services Plan, a list of emergency shelter facilities was reviewed and selected for individuals and people with disabilities.

15. Have you identified access barriers at any of the shelter facilities?

Yes No

16. If you found barriers at emergency shelters, have you taken steps to ensure that the barriers are removed to provide (at a minimum) the following accessible features that comply with the requirements of the ADA Standards for Accessible Design (ADA Standards): parking, exterior route from the parking to the entrance, entrance, sleeping area, dining area, toilet facilities, bathing facilities, recreational areas, emergency exit, and interior routes to all of these areas?

Yes No N/A

Every effort will be made to accommodate people with disabilities, seniors and the elderly, infants and children, individuals whose primary language is not English, and those currently ill. Individuals and families will be matched for housing from accessible hotel rooms to homes.

17. If all barriers have not been removed from a shelter, have you identified an appropriate number of alternate shelters that provide (at a minimum) the following accessible features that comply with the requirements of the ADA Standards: parking, exterior route from the parking to the entrance, entrance, sleeping area, dining area, toilet facilities, bathing facilities, recreational areas, emergency exit, and interior routes to all of these areas?

Yes No N/A

Every effort will be made to accommodate people with disabilities, seniors and the elderly, infants and children, individuals whose primary language is not English, and those currently ill. Individuals and families will be matched for housing from accessible hotel rooms to homes.

18. Until all emergency shelters have the required accessible features referenced above, have you identified and widely publicized to the public and to persons with disabilities and disability organizations the most accessible emergency shelters and the accessible features that each has?

Yes No N/A

19. Have you adopted policies and procedures to ensure that shelter staff and volunteers maintain accessible routes for individuals who use wheelchairs and other mobility aids?

Yes No

Through Perry County's 2013 ADA Transition Plan

20. Have you adopted procedures to minimize protruding objects and overhead objects in shelters so that someone who is blind or has low vision can walk safely throughout the shelter?

Yes No

Through Perry County's 2013 ADA Transition Plan

21. Have you adopted policies and procedures for shelter staff and volunteers to offer wayfinding assistance to people who are blind and those with low vision who may need assistance in understanding and navigating the shelter layout and locating shelter facilities (e.g., finding the route to the toilet room when furniture layouts change)?

Yes No

Through Perry County's 2013 ADA Transition Plan

22. Have you established policies and procedures to ensure that, in the future, facilities are surveyed for accessibility and barriers to access are removed before a facility is designated as a shelter?

Yes No

Through Perry County's 2013 ADA Transition Plan

Policies and Procedures in Emergency Shelters

23. Do you have supplies of informational materials routinely handed out at emergency shelters available in alternative formats (Braille, large print) for people who are blind or have low vision?

Yes No

Red Cross and Dept of Homeland Security will supply that information through requests.

24. Have you adopted policies and procedures for shelter staff and volunteers to provide assistance to people who are blind or have low vision by reading and completing forms and other written materials that are not available in alternative formats?

Yes No

Through Perry County's 2013 ADA Transition Plan

25. Do any of your shelters have low-stimulation "stress-relief zones," such as an empty classroom in a school building used as an emergency shelter?

Yes No

All of our shelters listed should provide stress-relief zones.

- If you offer "stress-relief zones," have you adopted policies and procedures to make these areas available on a priority basis to people whose disabilities are aggravated by stress?
Yes No N/A
Every effort will be made to accommodate people with disabilities, seniors and the elderly, infants and children, individuals whose primary language is not English, and those currently ill. Individuals and families will be matched for housing from accessible hotel rooms to homes.

26. Have you adopted emergency shelter eligibility policies and procedures to ensure that people with disabilities are housed at "mass care" shelters unless they are medically fragile?

Yes No

Every effort is made to accommodate access and functional needs in the process of matching individuals and families affected by disaster to available short-term, intermediate, and long-term

*housing, at all levels within the housing continuum – from accessible hotel rooms to homes.
(Disaster Housing & Emergency Services Plan and County CEMP)*

27. Have you adopted “mass care” shelter procedures to ensure that shelter staff and volunteers do not turn away people with disabilities who may need assistance with activities of daily living even though their personal care aides may not be with them?

Yes No
Same as above.

28. Have you adopted policies and procedures to ensure that “mass care,” “special needs,” and “medical” shelter staff and volunteers are trained and monitored so they provide safe, appropriate assistance with activities of daily living (e.g., eating, dressing, personal hygiene, transferring to and from wheelchairs) that some people with disabilities may require?

Yes No
Same as above.

29. If you provide a “special needs” or “medical” shelter, have you adopted eligibility policies and procedures to ensure that people with disabilities are not housed in such shelters just because they have a disability? (Note: Special needs and medical shelters are for medically fragile people who require the type of care provided in hospitals and nursing homes. Most people with disabilities are not medically fragile. The ADA requires emergency managers and shelter operators to accommodate people with disabilities in the most integrated setting appropriate to their needs.)

Yes No N/A
Every effort will be made to accommodate people with disabilities, seniors and the elderly, infants and children, individuals whose primary language is not English, and those currently ill. Individuals and families will be matched for housing from accessible hotel rooms to homes.

30. Have your shelter staff and volunteers received training with site-specific instructions for providing people with disabilities access to all services, activities, and programs at “mass care,” “medical,” and “special needs” shelters?

Yes No
Through local and District 10 training programs.

31. Do you have written policies and procedures to ensure that people who are deaf or hard of hearing, people with speech disabilities, and people who are blind or have low vision are provided with effective communication during their stay at a shelter?

Yes No
The County Comprehensive Emergency Management Plan and Annexes support the special needs of people with disabilities.

32. Do you provide a TTY at each emergency shelter for use by people who are deaf, are hard of hearing, or have speech disabilities?

Yes No
Every effort will be made to accommodate people with disabilities, seniors and the elderly, infants and children, individuals whose primary language is not English, and those currently ill.

33. Do you have written procedures to ensure that persons with disabilities who use service animals are not separated from their service animals when using emergency shelters and have full access to shelter programs, services, and activities, even if pets are normally prohibited in shelters or in certain areas of shelters?

Yes No

Animals that accompany individuals with disabilities are classified as service animals and are considered an extension of the individual and part of their most basic needs. They are not considered pets and are not part of the way pets are managed in disasters. Service animals are to accompany the individual at all stages of disaster response and recovery, including shelter and housing. (Disaster Housing & Emergency Services Plan – IDHS District 10)

34. Do you have written procedures to ensure that food, water, and a receptacle and plastic bags for the disposal of service animal waste are available at emergency shelters?

Yes No

35. Have you established security procedures at shelters that allow people with service animals to take their animals outside for relief without unnecessary delays for security screening upon re-entry?

Yes No

36. Do you have written procedures to ensure that emergency shelters have back-up generators and a way to keep medications refrigerated (such as a refrigerator or a cooler with ice)?

Yes No

37. Do your written procedures on back-up generators include a plan for routinely notifying the public and disability groups of the location of shelters providing electricity and refrigeration?

Yes No

38. Does your emergency management plan provide an effective way for people with disabilities to request and receive durable medical equipment and medication while in shelters?

Yes No

Red Cross

39. Have you established procedures for people with disabilities to request and receive cots or beds, modifications to cots or beds, securement of cots or beds to allow safe transfer to a wheelchair, and placement of cots or beds in specific locations when needed?

Yes No

Red Cross

40. Have you adopted kitchen access policies to provide immediate access to food and refrigerated medications for shelter residents and volunteers whose disabilities may require it?

Yes No

Red Cross

41. Does your emergency management plan ensure that at least some kinds of foods and beverages are available in emergency shelters for people with dietary restrictions, such as people who have diabetes or severe food allergies?

Yes No

Medical and Social Services

42. Have you established policies and procedures to ensure that medical and social services and other benefit programs are accessible to people with disabilities, including people who use wheelchairs, scooters, and other mobility aids, individuals who cannot leave shelters because of their disabilities, and people who use service animals?

Yes No

Through local partners such as Red Cross, VOAD.

43. Have you established policies and procedures to ensure that application processes for benefit programs are designed so they do not exclude people with disabilities whose disabilities prevent them from using one particular type of application process (e.g., web-based application processes, telephone-based application processes, procedures requiring applicants to have a valid driver's license, or procedures requiring applicants to apply in person)?

Yes No

44. Do you have policies and procedures to ensure that your medical, social service, and other benefit programs provide effective communication to people with disabilities, including people who are deaf or hard of hearing and people who are blind or have low vision?

Yes No

Red Cross

- Do your policies and procedures include primary consideration of the communication method preferred by an individual with a disability?

Yes No N/A

Post-Sheltering Policies and Procedures

45. Have you adopted procedures to provide additional time, transportation, and search assistance for people with disabilities in emergency shelters to locate accessible temporary housing and support services in the community following an emergency?

Yes No

Disaster Housing & Emergency Services Plan

46. If you have a program to provide temporary housing to persons when they leave emergency shelters but cannot yet return home (e.g., housing in dormitories, rooms at lodging facilities, trailers), have you adopted a plan for providing prompt, equivalent temporary housing to persons with disabilities, including accessible housing for people who use wheelchairs, scooters, and other mobility aids and people who are deaf or hard of hearing?

Yes No N/A

Through Red Cross

47. If you have a temporary housing program, do your information materials on temporary housing include information on accessible housing (such as the specific location of accessible hotel rooms within the community or in nearby communities and transportation resources available in that area)?

Yes No N/A
Through Red Cross

Post-Emergency Repair, Rebuilding, and Resumption of Program Operations

48. Have you established policies and procedures to ensure that the repair and rebuilding of government facilities comply with the accessibility requirements of Title II of the ADA?

Yes No
Perry County's 2013 ADA Transition Plan

49. Have you established policies to ensure that programs relocated from a damaged facility on a temporary or permanent basis remain accessible to people with disabilities?

Yes No

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FINDINGS

General Emergency Management Policies and Procedures

- Perry County has a Mutual Aid Agreement with Red Cross that provides Perry County Emergency Management personnel with assistance during emergency and disaster situations.
- The Indiana Department of Homeland Security (IDHS) and District 10 (consisting of 12 counties including Perry County) have developed emergency planning policies and procedures to assist and coordinate the needs of individuals with disabilities when disasters occur.
- Perry County makes every effort to gather and seek input from persons with disabilities and organizations during all phases of emergency planning.
- Perry County participates in regular meetings and exercises with the Red Cross and Volunteer Organizations Active in Disaster (VOAD).

Planning for Emergency Notification and Evacuation

- Perry County Emergency Management personnel, with the assistance of the Red Cross, local law enforcement, and other trained personnel, will utilize methods to communicate with persons with special needs during emergency situations. Methods used include captioned television, television sign language interpreters, radio broadcasting, Emergency Alert System (EAS), Telephone Devices for the Deaf (TDD), sirens, public address loud-speaker systems, weather emergency radio system with visual text, and Code Red emergency call system. Law enforcement and other emergency responders will also provide house-to-house notification and neighbor/neighborhood watch assistance will be also be utilized.
- It is the responsibility of the residents to request assistance during an emergency or disaster situation. Perry County will make every attempt to identify and provide resources to persons with disabilities and special needs during an emergency or disaster situation.
- Perry County has not created a voluntary, confidential registry of persons with disabilities. However, Perry County does encourage citizens to sign up for Code Red Emergency notifications during Severe Weather Preparedness Week.

- Every effort will be made to accommodate needs of individuals with disabilities and families to available short-term, intermediate, and long-term housing, including accessible hotel rooms and homes.
- Perry County has identified transportation sources to assist in transporting persons with disabilities including local school buses, nursing home vans and Red Cross vehicles.
- Perry County recognizes that service animals are to accompany individuals with disabilities at all stages of disaster response and recovery, including shelter and housing.

Training First Responders, Staff and Volunteers

- Perry County Emergency Management personnel and planners, along with first responders, staff, and volunteers, receive training by participating in IDHS District 10 training and exercise programs pertaining to all stages of emergency situations.

Physical Accessibility in Emergency Shelter Programs

- The Indiana Statewide Disaster Housing and Emergency Services Plan and IDHS District 10 have developed a list of emergency shelter facilities for the District 10 area.
- Perry County currently does not have a record of assessments of the shelters listed in Perry County. However, most of the shelter facilities in Perry County are churches which are accessible to persons with disabilities.

Policies and Procedures in Emergency Shelters

- Policies and procedures for emergency shelters, staff and volunteers, and informational materials provided at the shelters are developed by IDHS and Red Cross and include procedures and services for people with disabilities.
- TTYs (Teletypewriters) for use by people who have hearing or speech disabilities are not available at all emergency shelters.
- Red Cross oversees and provides many support services needed at shelters including medical equipment, cots and beds, food and water, and medication.

Medical and Social Services

- Red Cross and VOAD have developed policies and procedures for providing medical and social services and other benefit programs that are accessible for people with disabilities.

Post-Sheltering Policies and Procedures

- The Indiana Statewide Disaster Housing and Emergency Services Plan and Red Cross have procedures and programs established to provide temporary accessible housing assistance for people with disabilities.

Post-Emergency Repair, Rebuilding, and Resumption of Program Operations

- Construction and alterations of all Perry County Government facilities will comply with current ADA Standards which are stated in Perry County's ADA Plan.